

T.C.U. FACULTY BULLETIN

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No. 4

IT IS IMPERATIVE that requests from the office be answered promptly. When a request is sent for report on the standing and attendance of a student please take the request seriously and follow through on the time schedule of the request. We will try to be reasonable in our requests.

PLEASE REMEMBER Saturday, October 15, is NOT an official holiday.

THANKS TO ALL TEACHERS who have been reporting students absent from three consecutive recitations. We do not have a "truancy squad" but these reports give valuable information to the Dean of Men, Dean of Women and the Registrar's Office for follow up. Keep us informed. Thanks!

COUNSELORS OF FRESHMEN AND SOPHOMORES will meet in Room 205, Main Building, Wednesday afternoon at 4:00 o'clock October 19th to divide names for counseling. By that date all will have had opportunity to get acquainted with students they are teaching and will be better prepared for personal interviews with students. Here are the Counselors. -

Miss Carter	Prof. Prouse
Miss Cummings	Dr. Dougherty
Miss Moore	Mr. Jones
Miss Shelburne	Mr. Nielsen
Mrs. Bryson	Dr. Roosa
Mrs. Sherer	Dr. Scott
Mrs. Tucker	Prof. Sherer
Mrs. Winton	Dr. True
Prof. Billington	Mr. Dinkins
Prof. Crouch	Mr. Miller
Dr. Porterfield	Dr. Mundhenke

FAILING AND INDIFFERENT STUDENTS reported now may be saved for the continuance of their education. Send these names to the Registrar's Office.

THE CABINET MEETS at 4 P.M. the first and third Thursdays.

THE CLASSIFICATION COMMITTEE meets at 4 P.M. the second and fourth Thursdays.

THE FIRST SIX WEEKS OF SCHOOL will have been completed by October 29. Students who expect to drop courses should do so before that date. Those dropping courses after that date while failing will receive an "F" grade for the semester and of course this will count off on grade points.

TEACHERS ARE ADVISED NOT TO RECEIVE MAKE UP WORK TO REMOVE "I" grades after Saturday, October 15th. Please report grades on removed "I's" promptly.

A Film Library Service has been worked out by Texas Technological College by the Division of Extension. These are being made available to other institutions on a rental basis. A list of the films is on file in Dean Hall's office and can be seen by requesting the secretary.

<u>Name</u>	<u>Date & Class</u>	<u>Reason</u>
Names redacted	10-3 All	Ill
	10-11 Eco-21	Ill
	10-4,5,6 All	Ill
	10-5 Bib-120	Ill
	10-3 Mus-411, Eng-11	Ill
	10-6 P.Sp. 23	Subpoena to corporation court
	10-11 All	Ill
	10-8 Eng. 11	Ill
	10-12 All	Ill
	10-8 All	Ill
	10-11 Eng. 133	Foot injury
	10-11 All	Ill
	10-5,6,7 All	Sprained ankle
	10-11 P.T., Violin, Orchestra	Ill
	10-8 All	Taking test for appointment to Naval Academy
	10-5,6 All	Ill
	10-4 Geol.29, 10-6 All	Ill
	10-10 Math. 12	Ill
	10-10,11,12 All	Illness of mother
	10-10 All	Ill

The following students have dropped all courses and should be taken from class rolls.

Names redacted

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